

CITY OF MATTOON, ILLINOIS
CITY COUNCIL AGENDA September 21, 2004
CAUCUS 6:30 P.M.

6:30 PM Work Study Caucus Session Discussion & Possible Action:

- **Pending Council Agenda Items**
- **Suggested form of bidding and contract documents for the demolition of the Gowin Restaurant Building at 1700 Broadway Avenue**

Pledge of Allegiance

Roll Call

Minutes of the Regular Meeting September 7, 2004

Report of Library for the month of September 2004

Bills & Payroll for the first half of September

NEW BUSINESS

Motion –Adopt Ordinance 2004-5191: Updating Building, Fire Prevention, Mechanical and Property Maintenance Codes of the City with codes published by the International Code Council, successor to the BOCA Model Code Organization. (Carter)

Motion –Adopt Resolution 2004-2560: Approving schedules of permit fees. (Carter)

Motion –Adopt Resolution 2004-2561: Approving a resolution of authorization and support for a single family owner occupied rehabilitation grant application. (Carter)

Motion –Approve Council Decision Request 2004-362: Authorizing a \$5,531 budget revision in the Capital Improvement Fund to enable procurements for an HVAC system and renovations in the Fire Chief's office. (Donnell)

Motion –Approve Council Decision Request 2004-363: Authorizing a \$1,895 budget revision in the Capital Improvement Fund and procurement for replacement windows on the west side of the City Hall Building from Taylorville Glass Cutters, Inc. (Carter)

Motion –Approve Council Decision Request 2004-364: Authorizing a \$39,779 budget revision in the General Fund, approving a job description, and authorizing a recruitment to hire an entry level Administrative Assistant in the Police Department. (Hesse)

Motion –Approve Council Decision Request 2004-365, Appointing Captain David L. Griffith to the position of Deputy Chief Police of the Mattoon Police Department effective October 2, 2004. (Hesse)

Motion – Approve Council Decision Request 2004-366, Promoting Lt. Jeffrey M. Branson to the rank of Captain in the Mattoon Police Department effective October 2, 2004. (Hesse)

Motion -Recess to closed session pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1), the purchase of real property for the use of the municipality (5 ILCS 120(2)(5), the setting of a price for sale or lease of property owned by the municipality (5 ILCS 120(2)(6), litigation affecting or on behalf of the City of Mattoon. (5 ILCS 120/2(c)(11):

Review performance appraisal reports for management employees:

- Ø Tim Daily, Construction Inspector (6/1/04)**
- Ø Bruce Grafton, Fire Chief (7/28/04)**

Reconvene from closed session; consider motions or notice of motions pertaining to topics discussed in closed session.

Adjourn